



4393 Collins Road
Rochester, MI 48306
(248) 651-9260
(248) 601-0106 (FAX)
www.paintcreektrail.org

REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION

Held at the Paint Creek Cider Mill Building, 4480 Orion Road
Oakland Township, Oakland County, Michigan 48306

CALL TO ORDER: The Tuesday December 16, 2014 meeting was called to order by Chairperson Becker at 7:00 p.m.

Voting Members Present: Rock Blanchard, Linda Gamage, Stephanie Morita, Neal Porter, Kim Russell, Maureen Thalmann, Alice Young, Andy Zale

Voting Alternates Present: None

Non-Voting Alternates Present: David Becker, Martha Olijnyk

Village of Lake Orion Non-Voting Member Present: Brad Mathisen

Voting Members Absent: None

Alternates Absent: Mike Bailey, Steve Sage, Richard Schultz, Danielle Shurkus, Lisa Sokol, Donni Steele, Michael Webber

Village of Lake Orion Non-Voting Alternate Absent: Doug Hobbs

Others Present: Kristen Myers, Trail Manager, Sandi DiSipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

Chairperson introduced Brad Mathisen, a new commissioner representing the Village of Lake Orion, and Lynn Loeb, a new alternate commissioner representing Rochester Hills starting in January.

APPROVAL OF AGENDA:

The Stream Bank Stabilization project in Oakland Township was added after the Consent Agenda.

MOTION by Porter, seconded by Thalmann, ***Moved***, to approve the December 16, 2014 agenda as amended.

Ayes: All Nays: None

MOTION CARRIED.

PUBLIC COMMENT: Dennis VanStee, Trailways bike patroller came forward, indicated this was his last year as bike patroller and expressed gratitude and appreciation for the efforts of the Commission and what it has done for the community. He is pleased to have had the opportunity to work for the Trailways. The Commission thanked Mr. VanStee for his service and comments.

CONSENT AGENDA:

- a. Minutes – November 18, 2014 Regular Meeting, approve and file
- b. Treasurers Report – November 2014, receive and file

MOTION by Morita, seconded by Young, ***Moved***, that the consent agenda be approved as presented.

Ayes: All Nays: None

MOTION CARRIED.

STREAM BANK STABILIZATION PROJECT: Ms. Milos-Dale explained last fall a severe erosion problem along the trail was discovered north of the Silver Bell crossing. A staff person discovered the erosion while doing stewardship work because it was not visible from the trail itself. There is severe undercutting, photos of which were passed out to the members. A contractor came in to remove the logjam, but that did not solve the erosion issue. They worked for several months with the environmental consultant, ASTI, to come up with a solution for this area. She explained topographic plans of the area. After several meetings and considerations by the Parks Commission and the Stewardship Committee, it was determined the best solution would be crib wall composed of layers of logs with stone within them. Above that are native plantings. Until this work is done, the slope will be within ten feet of the edge of the trail. She has been working with the consultant, the DNR and the DEQ to adhere to fisheries requirements for the creek. Besides the above mentioned location, there are two other sites needing minor stabilization. The Park Commission approved the work. The RFP for the work has been advertised and bids will hopefully be received by the beginning of January. She is here tonight to answer questions and to ask for the Trailways Commission's permission to do this work because they are the owner of the property. Typically Oakland Township does not come to the Commission for routine maintenance, but this is a large project and will require permits through the DEQ requiring permission of the property owner. Included in the packet is an Agreement for Permission to Perform Natural Area Stewardship Work and a letter to the DEQ that will be signed by the Chairperson.

MOTION by Blanchard, seconded by Porter, *Moved*, to approve the necessary maintenance work and sign the agreement and letter to the DEQ.

Discussion – It was stated it was good the erosion was found and that Oakland Township is moving forward with the work, but an addition of a sentence in the agreement about restoration of the trail to previous conditions in case of damage should be included. Ms. Milos-Dale indicated this language is included in the RFP, but would happy to add it to the agreement. The precise language will be worked out during the break and a vote on the motion will take place later. There is no estimate for how long the trail will be closed. Staff should be notified about the closure and it will be posted on the website. Concern was expressed that these stabilization efforts should be a long-time fix, not just temporary. Mr. Zale explained the log jam caused the erosion, so as long as there are no further log jams, the stabilization efforts should hold for quite a while. There is also a blocked culvert further north which once cleared, will alleviate some of the flood waters – this is part of the engineered plan to keep the water moving for the future.

DISCUSSION: Televising Trailways Commission Meetings: Per the Commission's direction, Ms. Myers researched the costs to televise Commission meetings. A memo was provided in the packet outlining the costs. The cost for utilizing CMN in Rochester or Oakland Township would be \$325 a meeting. There are issues with who could view the live meetings, but a link could be provided to the Commission's website for future viewing. If the meetings were held at Orion Township Hall, there would be no cost with ONTV. If meetings were held at Orion's Senior Center, they would have to charge as more equipment would be necessary and we'd have to pay for staff time. A short discussion was held relative to the reason for requesting televised meetings as discussions were held a few years ago and the idea was dropped because of cost. Even though the cost has dropped, it would still cost \$3,900 to film the meetings annually using CMN. The minutes reflect the spirit of the meetings, and there is no cost for that. If the Commission decides to televise meetings, it would be nice to track traffic to the recordings to see how many people are using it and make a determination if televising is worth the cost. A GoPro camera was suggested to film the meetings and post to the website, but there may be issues with the audio. Concern was raised with travel time to Orion Township to be in time for a 7:00 p.m. meeting.

MOTION by Zale, seconded by Russell, *Moved*, that the Commission commit to holding and filming Trailways meetings for a trail period of three months (June, July and August) during the summer of 2015 in Orion Township at no cost to the Commission.

Ayes: Porter, Russell, Thalmann, Young, Zale

Nays: Blanchard, Gamage, Morita

MOTION CARRIED.

REPORT: 2014 Summary of Events & Accomplishments: Ms. Myers has compiled the 2014 Summary of Events and Accomplishments, and asked for changes or additions. The Commission usually approves this report and sends it to member communities for their information. After review, suggestions for additions to the month of December include approval for televised meetings and the Stream Bank Stabilization Project in Oakland Township. The Commission thanked the Friends of the Paint Creek Trail for money raised for trail improvements this year.

MOTION by Thalmann, seconded by Blanchard, *Moved*, to approve the report for presentation to member communities.

Ayes: All Nays: None

MOTION CARRIED.

OFFICER ELECTIONS: Chairperson Blanchard opened the floor for nominations and indicated that Ms. Steele is willing to serve as Treasurer replacing Ms. Young. Mr. Porter nominated Ms. Steele as Treasurer. There were no other nominations for Treasurer. Ms. Morita nominated Mr. Becker as Chairperson, Mr. Blanchard as Vice-Chairperson and Mr. Zale as Secretary. There were no other nominations. Nominations were closed.

MOTION to elect the 2015 officers as presented – Mr. Becker as Chairperson, Mr. Blanchard as Vice-Chairperson, Ms. Steele as Treasurer and Mr. Zale as Secretary.

Ayes: All Nays: None

MOTION CARRIED.

APPROVAL: 2014 Per Diem Report: Ms. Myers reported the 2014 per diems at a total of 111 meeting attendances for a total of \$3,885.00. Thank you to everyone for their continued support and dedication to this Commission and high attendance.

MOTION by Zale, seconded by Thalmann, *Moved*, to accept and approve the per diem report in the amount at \$3,885.00 and incorporate this amount into the invoice total for approval tonight.

Ayes: All Nays: None

MOTION CARRIED.

RECESS – 8:05 – 8:35 p.m.

APPROVAL OF INVOICES: Ms. Myers presented the invoices in the amount of \$23,332.90. In addition to the recorder's monthly fee, this amount includes the per diem amount of \$3,885.00, 2 cases of dog waste bags, staff's annual phone service and rent costs, December 2013-2014 staff postage costs, 4th quarter Manager's and Bike Patrol wages and FICA expense, staff's shared 4th quarter copier costs, the Manager's 4th quarter mileage reimbursement and the bicycle bells purchase.

MOTION by Young, supported by Morita, *Moved*, that the invoices presented for payment are approved in the amount of \$23,332.90 and orders be drawn for payment.

Ayes: All Nays: None

MOTION CARRIED.

DISCUSSION & APPROVAL: 2014 Final Amended Budget: Expenses were less than anticipated, and revenue was a little more than expected. The per diem line item was changed to reflect actual 2014 costs. The Commission is putting \$13,181 into the fund balance from this year. The unrestricted fund balance is \$74,421, restricted fund balance is \$2,465 for a total fund balance of \$76,886.00. The budget stands at \$92,915.00 for the year.

MOTION by Gamage, supported by Thalmann, *Moved*, to approve the 2014 budget as amended.
Ayes: All Nays: None **MOTION CARRIED.**

Additional Discussion on the Stream Bank Stabilization Project: The proposed additional language to the Agreement for Permission to Perform Natural Area Stewardship Work document (as the second to last “Further”) is as follows: “Further, Commission agrees to repair and return to its original condition, any and all property of owner at the Commission’s sole cost”. The Motion on the floor was amended to reference the agreement amendment.

Amended Motion as Voted on:

MOTION by Blanchard, seconded by Porter, *Moved*, to approve the necessary maintenance work and sign the agreement as amended and the letter to the DEQ.
Ayes: All Nays: None **MOTION CARRIED.**

MANAGER’S REPORT: Ms. Myers added nothing to her written report.

COMMISSIONER REPORTS: Commissioners thanked Ms. Young for her many years of service and wished her a Happy Birthday. Ms. Young indicated she will still be very involved with the Friends Group. The members also thanked Ms. Daldin and Ms. Shurkus for their service. Mr. Porter reported Orion Township is still working to finalize the property easement. Ms. Russell indicated she reviewed a Clinton River Trail report saying they completed a survey of every crosswalk that was a main street to see if it was safe to cross because traffic patterns have changed – she wonders if this trail has done anything like this at major crossways. Ms. Russell also reported she read an article that DTE is reviewing taking trees completely down versus topping them off to alleviate power outages from overhead lines, and wanted to make the communities aware of this. Merry Christmas and Happy Holidays to everyone.

ADJOURNMENT:

Upon motion by Young, seconded by Blanchard, the Chairperson adjourned the Regular Meeting at 8:55 p.m.
Ayes: All Nays: None **MOTION CARRIED.**

NEXT MEETING: January 20, 2015 at 7:00 p.m. – Paint Creek Cider Mill

Respectfully submitted,

KRISTEN MYERS, Trail Manager

ANDY ZALE, Trailways Secretary